



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

**STATE OF DELAWARE**  
**BOARD OF PLUMBING AND HVACR EXAMINERS**

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<b>PUBLIC MEETING MINUTES:</b>	<b>BOARD OF PLUMBING &amp; HVACR EXAMINERS</b>
<b>MEETING DATE AND TIME:</b>	<b>Tuesday, June 10, 2014 at 8:30 a.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b> , second floor of the Cannon
<b>MINUTES APPROVED:</b>	July 08, 2014

**MEMBERS PRESENT**

Dean Sherman, Professional Member, President  
Charles Robbins, Professional Member, Vice President  
Carol Guilbert, Public Member, Secretary  
Frank Beebe, Professional Member  
Harold Caswell, Professional Member  
James Anderson, Public Member  
John Brady, Public Member

**MEMBERS ABSENT**

Gerard Pepeta, Professional Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL**

Kevin Maloney, Deputy Attorney General  
Latonya Brown, Administrative Specialist II

**OTHERS PRESENT**

Chuck Davidson, DPH  
James Permelia, NCC

**CALL TO ORDER**

Mr. Sherman called the meeting to order at 8:50 am.

**REVIEW OF MINUTES**

A motion was made by Mr. Beebe, seconded by Mr. Brady, to approve the May 13, 2014 minutes. The motion carried unanimously.

**UNFINISHED BUSINESS**

Final Denial of Application- Harry Jarvis

A motion was made by Mr. Robbins, seconded by Mr. Caswell to approve the final denial of Harry Jarvis's application for a Master Plumber. Mr. Jarvis has failed to provide the Board with documentation showing experience. The motion carried unanimously.

Review and Consideration of Orders-Timothy Houser and David Houghton

The Board signed the Board Orders of Timothy Houser and David Houghton.

**NEW BUSINESS**

Review of Examination Applications

A motion was made by Ms. Guilbert, seconded by Mr. Anderson, to approve Jeffrey Nagyiski to take the Master HVACR Restricted By-Pass Exam. The motion carried unanimously.

A motion was made by Ms. Guilbert, seconded by Mr. Anderson, to approve Todd Mooney to take the Master Plumber Master Exam. The motion carried unanimously.

Review of Reciprocity Applications

A motion was made by Mr. Robbins, seconded by Mr. Brady, to approve Richard Martinelli for a Master Plumber license. The motion carried unanimously.

A motion was made by Mr. Robbins, seconded by Mr. Brady to approve Robert Santos to take the Master Plumber By-Pass Exam. The motion carried unanimously.

Ratification of Applications

A motion was made by Ms. Guilbert seconded by Mr. Beebe, to ratify the application of Charles Leahy(Master HVACR), Franklin Braham (Master Plumber), and Randy Stubbs (Master HVACR). The motion carried unanimously.

Complaint Status

34-06-12 Assigned to Board  
34-14-12 Referred to AG  
34-04-13 Referred to AG  
34-09-13 Referred to AG  
34-10-13 Open  
34-11-13 Closed  
34-13-13 Open  
34-14-13 Open  
34-15-13 Open

**OTHER BUSINESS BEFORE THE BOARD**

Discussion & Update on Continuing Education

Mr. Maloney has submitted the proposed regulation and the Public Hearing will take place at the July 8, 2014 Board meeting.

Discussion of Delaware Code 1831 (a) (b)

Mr. Maloney has discussed with the Electrical Board possible changes to the length of time to pass exam and the process of obtaining a temporary license. The Electrical Board was in agreement to relax the 7 day notification of the loss of a license holder. The Board decided that (a) the company must notify the Board within 30 days of loss of license holder, (b) an employee of the company must submit an application for Board review, (c) if approved, the applicant will receive a 200-day temporary permit and (d) the holder of the temporary permit must register to take one of the next 2 available exams offered by Prometric. Also the Board recommended removing the verbiage regarding "emergency meeting" from 1418(b) if notification is extended to

30 days, it can just be done at the next regular meeting, unless it happens in August or December.

**PUBLIC COMMENT**

Mr. Davidson suggested that the Board may want to have PHCC at the Public hearing on July 8, 2014 in case the Public has any questions regarding continuing education.

**NEXT SCHEDULED MEETING**

The next board meeting will be held on July 8, 2014 at 8:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

**ADJOURNMENT**

A motion was made by Mr. Beebe seconded Mr. Beebe, to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 9:31 am.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "LaTonya Brown". The signature is written in a cursive, flowing style.

LaTonya BROWN  
Administrative Specialist II